

KUNAL MAJMUNDAR

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Aurora, IL 60503

I am a highly experienced professional with diversified global experience in people management, finance, auditing and vendor/supplier relationship. My entrepreneurial spirit has allowed me to achieve proven successes, along with my understanding of market trends and implementing processes to grow and expand products and services. I am looking to utilize my distinct networking and relationship building skills, my strong organizational, detail orientation skills and my ability to quickly identify opportunities and areas for improvement with a respected organization.

AREAS OF EXPERTISE

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|------------------------------|------------------------------------|-------------------------------------------|
| ▪ Supplier Management | ▪ Financial Analysis and Reporting | ▪ Operations Management |
| ▪ Risk Assessment/Mitigation | ▪ Negotiation | ▪ Cross Functional Department Partnership |
| ▪ Leadership | | |

PROFESSIONAL EXPERIENCE

BMO Harris Bank – VP, Supplier Relationship Manager, Naperville, IL **10/13 – Present**

- Accountable for building and/or maintaining constructive relationships with internal business partners and suppliers & service providers as assigned.
- Manage, administer and negotiate supplier & service provider contracts, SLA/BPA's in accordance with Bank's outsourcing model.
- Ensure supplier & service provider's policies & procedures, disaster recovery & business continuity plans meet Banks compliance, risk, privacy & security mandates.
- Facilitate, lead, develop and implement service solutions related to current and new business activity in collaboration with internal business partners and suppliers & service providers.
- Manage service costs to a favorable trend with no adverse impact on quality, customers & employees, utilizing strong working knowledge of key performance indicators & business unit's drivers. Forecast and action a plan to effectively manage costs
- Provide high level strategic assessment of supplier & service provider to senior management.
- Develop and maintain relationships with industry contacts, regulatory official & consultants for the purpose of enhancing business effectiveness within the scope of accountability.

Bank of America - Operations Consultant/Vendor Operations Manager, Chicago, IL **05/07 – 10/13**

- Lead operations of assigned loan & lease portfolios to ensure they are performing within SLA's. (Recognized for maintaining program's efficiency over 98% in 2010, 2011 & 2012)
- Perform vendor risk analysis and audit vendors to ensure business continuity and daily business functions are being performed in accordance with portfolio servicing terms.
- Negotiate a variety of documents, directly/indirectly with vendors to secure banks position and therefore minimize the risk of portfolio loss.
- Support international (Canada, UK & Asia-Pacific) teams in assisting them on booking, reporting & understanding deal structures & SLA's.

Bank of America - Banking Center Service Manager, Shorewood, IL **08/04 – 05/07**

Managed sales and operations activities to ensure Banking Center expectations are met for operations audit, compliance & sales.

- Managed a team of up to 14 associates and achieved all the goals by increasing employee productivity from 85% to 95% through ongoing training, development, communications, and conducting quarterly performance reviews.

T.C.F. BANK, Naperville, IL - Branch Operations & Sales Manager **05/2000 – 05/04**

Developed, lead and managed strategies for internal and external controls including, but not limited to sales, vault security, Bank Security Act, compliance and operating issues.

EDUCATION & LICENSES

MBA - Entrepreneurship, NIU (Expected Graduation – Dec 2014)
Bachelors of Science, Business Administration, DeVry University (2002)
Bachelors of Commerce, Accounting and Auditing, MS University (1999)

COMPUTER SKILLS

Access, Excel, PowerPoint, Word, Project, Outlook, InfoLease, Hyperion, and SEMS